

## Emergency Solutions Grant FY 2011 Substantial Amendment Draft

### State of Maryland FY 2011 Emergency Solutions Grant Substantial Amendment

#### Current Funds Distribution

Activity FFY2010	Amount
Homeless Assistance	\$498,554
Homelessness Prevention	\$79,533
Administration	\$30,425
<b>Total</b>	<b>\$608,512</b>

(1)

**SF 424 (TO BE ATTACHED)**

(2)

#### Consultation With Continuums of Care Across Maryland for the Emergency Solutions Grant Program

Consultation and advisement has and will continue to be an ongoing dialogue between the Maryland Department of Housing and Community Development (DHCD) and the 16 Continuums of Care (CoC) across the State. DHCD seeks to provide information and technical assistance to CoCs on how ESG funds are to be allocated, what performance standards are to be developed, and how program activities are to be reported into HMIS.

On February 22, 2012 a meeting was conducted by DHCD with the CoC lead agency representatives. A presentation was made by DHCD personnel to advise on the allocation of ESG funds in two cycles and the different eligible activities that may be funded in each cycle. The use of HMIS in reporting ESG program activities by the CoCs was discussed as well as the State's new statewide homeless data warehouse (MSHDW). The statewide data warehouse will collect, de-duplicate and aggregate homeless data from the 16 separate HMIS systems operated by the CoC lead agencies. This will allow for better planning and resource management and provide for an increased ability to address the present and future needs of homeless people in Maryland. A conference call was held with DHCD personnel and CoC lead agency representatives on March 9th, 2012 to further discuss the statewide data warehouse and its applicability in collecting data from ESG program activities. The data warehouse is designed to gather all of the HUD Universal Data Elements.

An ESG Workshop and Training Session will be hosted by DHCD on April 2, 2012 for all CoCs and their service providers. This session will assist these organizations in the completion of ESG applications for funding, advise on performance measures and provide technical assistance on eligible program activities and HMIS reporting procedures.

#### Allocating Funding for Eligible Activities

The allocation of funding for eligible activities was reviewed and discussed with the CoCs at the February 22, 2012 meeting of the 16 CoCs from across the State and DHCD. Any further questions and discussion will be addressed at the DHCD sponsored meeting with the CoCs on April 2, 2012.

#### Developing Performance Standards for Funded Activities

The performance standards used to evaluate ESG funded activities were addressed at the February 22, 2012 meeting with the 16 CoCs. Any further questions and clarifications that may arise will be addressed with the CoCs at the meeting hosted by DHCD on April 2, 2012.

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### Developing Funding, Policies and Procedures for HMIS

The funding, policies and procedures for HMIS and ESG were discussed with the CoCs at the February 22, 2012 meeting with the CoCs. Further discussion with the HMIS administrators was conducted on a conference call on March 9<sup>th</sup>, 2012. Any additional questions and issues on the topic will be covered at the April 2, 2012 meeting with the CoCs.

Date	Group	Purpose
February 22, 2012	16 CoCs & DHCD	Comprehensive presentation & discussion of ESG
March 9 <sup>th</sup> , 2012	CoCs, HMIS Admins & DHCD	Further discussion on details of HMIS, data quality and reporting
April 2, 2012	CoCs & DHCD	Review and discuss the allocation of funding for applicable activities, the performance standards to evaluate ESG activities, and the HMIS policies & procedures

### • **Summary of Citizen Participation Process**

The Maryland Department of Housing and Community Development (DHCD) undertook extensive citizen participation efforts. In order to gain public input, a total of seven public hearings were held on the Plan throughout the State. The first three hearings were held before the draft Plan was written, so that comments and recommendations could be made early in the planning process. The hearings were held at the following dates, times, and places: Tuesday, February 28, 2012 at 1:30 p.m. the Allegany County Office Complex in Cumberland, Wednesday, February, 2012 at 7:00 p.m. at DHCD headquarters in Crownsville, Thursday, March 1, 2012 at 10:30 a.m. at the Calvert County Public Library in Owings, and Friday, March 2, 2012 at 1:30 p.m. at the Caroline County Public Library in Denton. It should be noted that all hearings were held in accessible locations, and that DHCD offered interpretive services for the hearing impaired and/or for persons who speak English as a second language.

Notice of these hearings was published in the Baltimore Sun, Baltimore Afro-American, Daily Mail (Hagerstown), Capital Gazette (Annapolis), Star Democrat (Easton), Dorchester Star Democrat, Caroline Times-Record, and Kent County News. In addition, DHCD sent out a mass mailing to about 700 organizations and individuals who were potential stakeholders in the Plan, including nonprofit and for-profit housing developers, municipal and county executives, public housing authorities, community action agencies, community action agencies, faith-based organizations, advocacy organizations, AIDS/HIV organizations, and local housing and community development contacts, among others, to apprise them of the upcoming hearings and encourage their participation in the development of the new Plan.

After the draft Annual Plan was completed, the State published the Plan for 30 days of public comment starting on \_\_\_\_\_, with written comments accepted through \_\_\_\_\_. Advertisements were placed in all the newspapers listed above regarding the opening of the public comment period. These advertisements stated the Plan's goals, as well as notifying the public of four additional hearing that would be held to gain further public comment and input on the draft Plan. The advertisements also let the public know that they could obtain free copies of the draft Action Plan either by calling or writing DHCD, or visiting DHCD's website. In addition, the advertisement let people know they could obtain copies of the

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draft Plan through the State's regional lending libraries, including the Enoch Pratt Free Library in Baltimore, the Blackwell Library in Salisbury, the Washington County Free Library in Hagerstown, the Lewis J. Ort Library in Frostburg, the Frederick Douglas Library in Princess Anne, and the Southern Maryland Regional Library in Charlotte Hall, as well as a large print version at the Maryland Library for the Blind and Physically Handicapped.

DHCD posted the draft Plan on its web-site and mailed out another set of notices to all of the organizations noted above. This notice also let these groups and organizations know that they could also obtain a free copy of the Plan by simply requesting it from DHCD or downloading it from the web. Finally, several weeks into the comment period, the State held four more public hearings at the following locations, places, and times: \_\_\_\_\_

Lastly, DHCD also worked with other state agencies to help identify goals, objectives, and resources the State would use during the coming year to carry out its Action Plan. These agencies included the Department of Health and Mental Hygiene (DHMH), the Department of Human Resources (DHR), the Department of Business and Economic Development (DBED), the Maryland Department of Environment (MDE) and the Maryland Department On Aging (MDOA). DHCD also consulted with agencies that work with the homeless, including the chronically homeless. Their participation helped in the development of the State's homeless strategy (the continuum of care).

- **Match:**

Match Source	Match Amount	Proposed Uses
In-Kind, Public, and Private Contributions	\$301,403	To provide financial assistance, housing relocation and stabilization services for approximately 399 Maryland households.

- **Proposed Activities and Overall Budget:**

Activity Name:		Maryland Statewide ESG Program
<b>Activity Description:</b> ESG funds will be used to provide financial assistance, housing relocation and stabilization services for approximately 399 individuals and families, in Maryland's non-entitlement jurisdictions. ESG funds will be provided to help rapidly re-house families or individuals who are literally homeless and to prevent homeless for families or individuals at-risk of homeless.		
<b>Consolidated Plan Priority Need:</b> The three principal features of Maryland's Continuum of Care are:		<ol style="list-style-type: none"><li>1. Preventing low-income individuals and families from becoming homeless, providing outreach to homeless persons, and addressing their individual needs;</li><li>2. Addressing the emergency shelter and transitional housing and service needs of homeless individuals and homeless families; and</li><li>3. Helping homeless people make the transition to permanent housing and independent living.</li></ol>
<b>Number of Estimated Households to be Served:</b>		399
<b>Participants:</b>		<b>Rapid Re-Housing</b> - Literally homeless individuals and families in the Maryland non-entitlement jurisdictions (HUD Homeless Category 1).

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	<b>Homeless Prevention</b> - Individuals or families, who are at imminent risk of homelessness, seeking shelter, and who do not have a current lease ownership interest or occupancy agreement, and whose household income is below 30% of Area Median Income.	
<b>Objective and Outcome Categories:</b>	Decent Housing: Affordability/ Accessibility	
<b>Start and Completion Date:</b>	Estimated Start: July 1, 2012 Estimated End: June 30, 2014	
<b>ESG and Other Funds:</b>	\$301,403 100% match \$301,403	
<b>Performance Indicators:</b>	<b>Projected Accomplishments</b>	
	<b>One Year:</b>	<b>Grant Period:</b>
1. Number Persons Given Overnight Shelter	300	300
2. Number of Beds Created in Emergency Shelter	56	56
3. Number Household receiving Homeless Assistance	673	673
4. Number Households Re-Housed	82	82

### Discussion of Funding Priorities

The State of Maryland provides Emergency Solutions Grant (ESG) funding through local jurisdictions in non-entitlement areas across the State. Many of the organizations requesting funding through their local jurisdiction under ESG are also service providers under the existing Homelessness Prevention and Rapid Re-Housing Program (HPRP) and are participants in the 16 Continuums of Care that Maryland has worked closely with over the course of the HPRP to implement a statewide HMIS system. In concert with this effort, a larger discussion has emerged to include not only policies and standards for implementation of the HMIS system, but also how the State will continue to support local priorities, given the smaller amount of funding available with ESG.

In light of the lower level of funding available under ESG, and the demonstrated success of Rapid Re-Housing under HPRP, sixty percent of supplemental funds will be used for Rapid Re-Housing. In order to ensure that ongoing shelter diversion efforts can still be supported, thirty-five percent of funds will continue to support prevention activities. In addition, approximately 5% of supplemental funds will be devoted to support of HMIS.

These funding priorities are also informed by longstanding efforts in Maryland to address homelessness. As early as 2004, the Governor's Commission on Housing Policy provided eight recommendations that became incorporated in subsequent efforts to address homelessness. Among those recommendations is the suggestion that Maryland should, "Develop a housing plan for each jurisdiction, as deemed appropriate by the jurisdiction. Among other items, the housing plans may address the supply of land properly zoned for residential purposes and sufficient to accommodate growth that equitably addresses affordability for all Maryland citizens at all incomes, including workforce families/individuals, seniors, individuals with disabilities below SSI level, and the homeless."

This recommendation directly aligns with the Maryland Ten Year Plan to End Homelessness published in 2005 by the Maryland Interagency Council on Homelessness. Council members were selected from various state agencies bringing together a broad range of perspectives to address and combat homelessness. As such, the State's 10 year Plan included Housing, Income, Health and Cross-cutting issues. While progress has been made toward meeting goals identified in the document and implementing actions to meet those goals, the State recognizes that current market and economic conditions statewide continue to adversely impact families and individuals' ability to either obtain or maintain shelter. Today's environment requires new approaches to address homelessness. Maryland state agencies are revisiting the original homelessness plan, identifying

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and proposing a new set of strategies and partnerships with peer agencies and local governments consistent with the Federal Strategic Plan to Prevent and End Homelessness. Specifically, the State seeks to mirror the Federal agenda to work in partnership and in collaboration with stakeholders and will focus its key funding priorities in three areas: 1) Administering HPRP funds to address those with housing needs through Rapid Rehousing; 2) Administering HPRP funds to prevent homeless in diverse populations; and 3) enhancing the functionality of the Homeless Management Information System (HMIS).

Obstacles to addressing needs of the underserved in communities across Maryland include:

1. Finding enough long-term affordable housing for underserved populations
2. Maintaining adequate funding for essential services to support participants who become housed.
3. Lack of consistent, reliable and actionable HMIS data across all local jurisdictions

In general, funding for needed social services and rental assistance at the federal, State, and local levels have decreased due to factors that are exacerbated under the current economic crisis. Reduced or insufficient funding for essential services continues to impact people who are homeless or at-risk of homelessness. In addition to the impact of funding environment on underserved populations, additional pressures in housing markets make the outlook for providing housing to individuals and families who are at the lower end of the affordability scale more difficult. Finally, obtaining HMIS data that provides a clear picture of homelessness in Maryland is a challenge. Under the current HMIS reporting structure, Maryland COCs collect and report data that is not able to be compared or analyzed effectively enough to inform many decisions that must be made to address the needs of growing underserved populations going forward. Under HPRP Maryland began the initial stages of implementation of a statewide data warehouse that will continue to need support under ESG.

### **Selection Criteria**

In order to make the 2<sup>nd</sup> allocation of ESG Program funds for 2011 available to units of general local government, DHCD required 2011 grantees submit a budget, performance measures, and project scope in these areas: homeless prevention, rapid rehousing, and HMIS. Applicants who received the highest cumulative points in the 1<sup>st</sup> allocation will be recommended for funding until all ESG Program funds are exhausted. Funds may be allocated so that the awards are distributed among eligible applicants, taking into consideration the level of need in the service area and the capacity of the grant recipient to conduct the program effectively and administer the grant efficiently.

Consideration may be given to geographic distribution, in order to ensure services are available in as many areas of the State as possible. Each unit of general local government may submit only one application for up to \$25,000. The application may request funding for one or more projects that are passed through local government applicants to sub grantees. In general, the sub grantees consist of nonprofits, community-based and faith-based organizations that are selected by the local government on the basis of their ability to implement viable projects and programs that effectively address one or all of the objectives of the Emergency Solutions grant for the 2<sup>nd</sup> allocation.

All 2011 applications were reviewed, rated and recommended for funding based on the level of poverty and or homelessness in the jurisdiction(s) being served, as determined by United States Census data, and other factors stated in 2011 Consolidation Plan.

## **Program Standards Overview**

The ESG program (the “Program”) offers the homeless and those at risk of becoming homeless assistance from housing emergency through stability. Sub-grantees will work with these individuals; provide case management, and oversee support services with the goal of permanent, stable housing and an adequate support network. The standards, policies and procedures for the administration of the ESG provided herein borrow directly from those established by DHCD for its HPRP program.

Sub-grantee staff will visit and/or contact homeless shelters and other known areas where eligible individuals and families may be found in the community to engage and admit them to the Program. Sub-grantee staff will work closely with community agencies to build collaborative relationships and become familiar with how to access available services for participants efficiently and effectively. Further, sub-grantee staff will be responsible for developing a matrix of available resources in their community to use as a tool in directing participants to the appropriate agencies in order to prioritize and access services they need.

Although services are available in two broad categories, prevention and rapid re-housing, the goal of each is to identify, assess, provide support to and, ultimately, monitor a household’s return to housing stability. This entails the provision of Housing Stabilization and Relocation services to all eligible participants, with the intensity and frequency of those services determined by the household’s barriers to housing stability. When assessment determines that a participant has significant and long lasting barriers to stability, e.g. serious mental illness and/or addiction, the goal should be referral to and coordination with special needs providers, including those with permanent supportive housing.

## **Program Eligibility**

Sub-grantee staff will conduct an initial intake interview with participants using the standardized Client Intake Form, to verify program eligibility and assess the level of participant need. This screening provides an initial determination of program eligibility.

In order to be eligible for the program participants must:

- Be income eligible below the 30% of area median income, and
- Be homeless or at imminent risk of homelessness, as defined by loss of housing or vital utility within the next 14 days or be coming out of a transitional housing program, and
- Have no appropriate alternative housing either through family, friends or relocation.

The requirements for documentation of income eligibility will be provided. Sub-grantees will conduct a re-assessment and, if appropriate, re-certify program eligibility at least every three months.

## **Income Eligibility**

A participant must be below 30% of Area Median Income (AMI) as defined in the U.S. Department of Housing and Urban Development’s (HUD) Section 8 program rules (“Section 8”). Sub-grantees will complete income verification forms and submit to appropriate income sources for 3<sup>rd</sup> party verification. Completed income verifications should be placed in the participant file. Income verification forms and a listing of the State’s AMIs will be provided. HUD posts area median income levels on its website for use by ESG providers ([www.HUD.gov](http://www.HUD.gov))

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### Documentation and File Contents: Initial Eligibility

If a participant is found to be eligible and appropriate for the program after the initial interview, certain documents must be obtained and placed in the participant file. These include:

- Copy of identification. A valid government issued photo ID is preferred. Other acceptable forms of identification may include social security cards, birth certificates, etc.
- Verification of housing status via either documentation of impending loss of housing or documented contact with emergency shelter, transitional housing provider or outreach worker. HMIS/ESG Intake Assessment form, either in written or electronic format. Prior to the provision of any assistance, the participant information should be entered into the HMIS, or comparable system, as applicable, and a unique ID number assigned. This ID number is used to track checks written in support of the ESG participant.
- Copy of the HUD required Staff Affidavit form **will be used**, signed by the case manager and supervisor.

Additionally, a housing case plan may be completed and placed in the participant file and or the HMIS. The plan is a tool that will be used to assess and develop a strategy to achieve participant stability within the timeframe established by program regulations.) Additionally, the Plan should be used to actively assist participants in meeting established outcomes based upon individual participant need. The Plan should be referenced, revised and updated regularly throughout a participant's participation in the program.

### Flow of Program Services

Flow charts will be provided to illustrate the steps involved in assessing and providing assistance for homeless prevention and rapid re-housing. They serve to assist program case managers in visualizing the services and assessments that are part of the program.

### Standard Intake & Assessment

Every recipient of ESG assistance, whether it is for homeless prevention, or housing relocation and stabilization services, must have a completed intake and assessment. Assessments are to be completed by qualified case managers who have training in structured interviewing and obtaining personal information in a sensitive and appropriate manner. All assessments are to be conducted in areas where privacy may be maintained. Any refusal to answer a particular question by a participant should be documented to distinguish it from simply not asking the question. **Applicants, who do not participate in the initial assessment, may not be eligible for ESG assistance.** Assessments should be conducted directly with the applicant householder, not a proxy or family member. If language or disability interferes with the assessment, it is the responsibility of the sub-grantee to provide or arrange for interpreters or other accommodation, e.g. TTY. While there is no requirement that all elements of the assessment be completed in a single session, ESG assistance should not (other than the initial case management contact) be rendered until an assessment is complete. All assessments will be entered into the HMIS, preferably within one week of the actual face-to-face meeting. On site monitoring will include inspection of case files for the ESG Assessment.

### Case Management Plans

Sub-grantees should use some form of standardized case management plans. Either a "prevention plan" intended for households that receive homeless prevention assistance to maintain their present housing, or, a "rapid re-housing plan" tailored to individuals and households experiencing homelessness. Either plan may address short term or medium term (up to 24 months) goals which are directly tied to the

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household's ability to recover and/or maintain housing stability. All goals are to be written in observable and concrete terms, e.g. "Will increase household income-- through part-time employment of spouse" or "Will obtain access to transportation – by relocating to apartment close to bus route" – with the first portion the goal and the remainder an example of an objective. All goal statements should include specific objectives, which may be understood as "way points" in reaching the goal. Typically, objectives may be added to the plan as the participant achieves each "step". The plans should also be flexible to allow the case manager and the participant to outline all the objectives when formulating a goal. This can give a participant a "road map" to follow in achieving a mutually agreed upon goal. Goals are not realistic unless they are understood by and accepted by the ESG participant. After completing an intake and assessment, a program participant may be determined as eligible for homeless prevention or rapid re-housing. The intent of the program is to render the assistance required to restore housing stability.

### **Financial Assistance**

The ESG Program offers financial assistance with rent, security deposits, utility payments, moving costs and hotel/motel costs.

### **Rental Assistance**

Rental assistance may be provided for up to 24 months in 3 month increments. Sub-grantees should review and re-certify program participants receiving financial assistance every 3 months to assess eligibility. Sub-grantees are responsible for ensuring that a rental unit that a program participant is moving into meets rent reasonableness and habitability standards before any rental payments are approved. A Rent Reasonableness Checklist & Certification is provided) and the Habitability Standards Checklist is provided .In addition, Lead Based Paint requirements must be met when applicable based upon the age of the rental unit and participant household composition, i.e. a child under the age of 6.

Sub-grantees will work closely with program participants to locate an appropriate rental unit. Once an appropriate rental unit has been located, sub-grantees will assist the participant in contacting the landlord to complete the necessary paperwork and conduct the required inspections. A recommended lease agreement is provided.

### **Rent Reasonableness**

Sub-grantees must ensure that ESG funds used for rental assistance do not exceed the actual rental cost, which must be in compliance with HUD's standard of "rent reasonableness." "Rent reasonableness" means that the total rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private unassisted market and must not be in excess of rents being charged by the owner during the same time period for comparable non-luxury unassisted units. Rent Reasonableness Checklist & Certification will be provided.

### **Habitability Standards**

Sub-grantees provide habitability standards inspection for any unit that a participant will be moving into using ESG funds for rental and/or security deposit assistance. Sub-grantees certify that the unit has passed habitability standards before any ESG funds may be released. In addition, an annual habitability standards inspection must be provided for any unit in which ESG funds are being used. The Habitability Standards will be provided.



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### **Security Deposits**

Security deposits related to a leased apartment may be provided as a one-time advance, not to exceed one monthly rental amount. Information on the need for a security deposit should be obtained at the same time the required rental paperwork is being completed by the participant and landlord. If a security deposit is required in the rental of a dwelling unit and the recommended lease agreement is used, a Security Deposit Addendum **(to be provided)** should be used. The refund of all or part of a security deposit should be made to the Sub-grantee not to the program participant.

### **Utility payments:**

ESG funds may be used for up to 18 months of utility payments, including up to 6 months of utility payments in arrears, for each program household. Utility payments must not be paid in situations where the standard practice of the landlord is to include utility costs in the rent.

Sub-grantees must obtain proof that a participant or a household member has a utility account in his/her name or proof of responsibility to make utility payments such as cancelled checks or receipts in his/her name from a utility company before utility payments are approved and released on behalf of the participant. Copies of the proof of responsibility should be obtained and maintained in the participant file. Utility payments may co-occur with rental assistance when the lease does not include utilities.

### **Moving Costs:**

ESG funds may be used for reasonable moving costs, such as truck rental, hiring a moving company, or short-term storage fees for a maximum of 3 months or until the program participant is in housing, whichever is shorter.

If accessing moving/storage services, the sub-grantee must document in detail the circumstances surrounding the need to access these services, include monthly fees that will be charged and the dates in which the services will be accessed. In addition, Sub-grantee staff should take an active role in assisting the participant in finding reasonably priced vendors for this service.

### **Motel and Hotel Vouchers:**

ESG funds may be used for reasonable and appropriate motel and hotel vouchers for up to 30 days if no appropriate shelter beds are available and subsequent rental housing has been identified but is not immediately available for move-in by the program participant.

Sub-grantees should be actively assisting a participant in seeking a place to stay while waiting for an available unit. If it is necessary to issue a hotel/motel voucher, the sub-grantee will document the circumstances surrounding the need, include the fees/nightly rates that will be charged, the dates in which the participant will access the service and place all the documentation in the participant file.

### **Housing Relocation & Stabilization Service**

The Program offers services that assist program participants with housing stability and placement and are limited to case management, outreach and engagement, housing search and placement, legal services and credit repair. **Any services that are provided or accessed should be documented and placed in the participant file.**

### **Case Management:**

Sub-Grantee staff and case managers will actively participate in arranging; coordinating, monitoring and delivering services related to meeting the housing needs of program participants and help them obtain housing stability. Sub-grantees will ensure that its staff possesses the skills and knowledge to assess and effectively provide services to ESG participants. However, the program neither requires nor permits case managers to become “therapists” dealing directly with participant mental health, addiction or physical health issues. Such services are to be provided by appropriate agencies using their customary sources of revenue, e.g. fee for service Medicare/Medicaid.

Sub-grantees are expected to include component services and activities which may include: counseling; developing, securing, and coordinating services; monitoring and evaluating program participant progress; assuring that program participants’ rights are protected; and developing an individualized housing and service plan, including a path to permanent housing stability subsequent to ESG financial assistance.

HUD provides training and support for effective ESG case management. This includes the use of standardized assessments and housing case plans. ESG participants are to be assessed and a housing case plan developed. For some, the plan will be specific and time limited. For others, the plan will “layer” over repeated three month re-assessments to address a variety of immediate and medium term goals related to the individual’s housing stability.

### **Outreach and Engagement:**

ESG funds may be used for services or assistance designed to publicize the availability of programs to make person who are homeless or almost homeless aware of these and other available services and programs. Sub-grantees are expected to inform community agencies and organizations of the services that the program offers, who is eligible and how services are accessed.

### **Housing Search and Placement:**

ESG housing search and placement funds may be used for services or activities designed to assist individuals or families in locating, obtaining, and retaining suitable housing. This category includes recruiting and educating area landlords on participation in the program, including its differences from HUD Section 8 Housing Choice vouchers.

Sub-grantees are expected to provide a variety of services and activities as needed for individual participants including but not limited to: tenant counseling; assisting individuals and families to understand leases; securing utilities; making moving arrangements; representative payee services concerning rent and utilities; and mediation and outreach to property owners related to locating or retaining housing for recruiting and referring to landlords in each Continuum of Care region.

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FY 2011 Detailed Budget Table					
First Allocation	\$608,512.00	FY 2011			
Second Allocation	\$342,288.00	Emergency Shelter Grants/Emergency Solutions Grants			
Grant Amount	\$950,800.00	Program Allocations			
Total Administration	\$71,310.00				
		First Allocation		Second Allocation	Total Fiscal Year 2011
	Eligible Activities	Activity Amount	Reprogrammed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$498,554.00			\$498,554.00
	Rehab/Conversion				\$0.00
	Operations	\$379,424.00			\$379,424.00
	Essential Services	\$119,130.00			\$119,130.00
	Homelessness Prevention	\$79,533.00			\$79,533.00
	Administration	\$30,425.00			\$30,425.00
	<b>Emergency Shelter Grants Subtotal</b>	<b>\$608,512.00</b>	<b>\$0.00</b>		<b>\$608,512.00</b>
Emergency Solutions Grants Program	Emergency Shelter**			\$0.00	\$0.00
	Renovation**			\$0.00	\$0.00
	Operation**			\$0.00	\$0.00
	Essential Service**			\$0.00	\$0.00
	URA Assistance**			\$0.00	\$0.00
	Street Outreach - Essential Services**			\$0.00	\$0.00
	HMIS		\$0.00	\$13,983.00	\$13,983.00
	Rapid Re-housing		\$0.00	\$181,612.00	\$181,612.00
	Housing Relocation and Stabilization Services			\$90,806.00	\$90,806.00
	Tenant-Based Rental Assistance			\$90,806.00	\$90,806.00
	Project-Based Rental Assistance				\$0.00
	Homelessness Prevention		\$0.00	\$105,808.00	\$105,808.00
	Housing Relocation and Stabilization Services			\$52,904.00	\$52,904.00
	Tenant-Based Rental Assistance			\$52,904.00	\$52,904.00
	Project-Based Rental Assistance				\$0.00
	Administration			\$40,885.00	\$40,885.00
	<b>Emergency Solutions Grants Subtotal</b>		<b>\$0.00</b>	<b>\$342,288.00</b>	<b>\$342,288.00</b>
		<b>Total Grant Amount:</b>			<b>\$950,800.00</b>

\*\*Allowable only if the amount obligated for homeless assistance activities using funds from the first allocation is less than the expenditure limit for emergency shelter and street outreach activities (see Section III.B. of this Notice).